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Flying Operations

***SUPPORT OF AIRCRAFT TRANSPORTING
HAZARDOUS CARGO***

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directive 11-2. It establishes procedures for the handling of aircraft transporting hazardous cargo. It applies to all units associated with command and control, parking, maintenance, loading and off-loading, servicing, and guarding of these aircraft. This regulation establishes policies and procedures for implementing Dover Form 22, Emergency Notification/Hazardous Cargo Movement.

SUMMARY OF REVISIONS

Changes Air Force Policy Directive from 10-2 to 11-2. Updates references to current instructions or manuals. Updates Hazardous Cargo Areas and Limitations chart ([Attachment 1](#)). Deleted Attachment 2, example of Dover Form 22.

1. REFERENCE. AFI 11-204, Operational Procedures for Aircraft Carrying Hazardous Materials, AFD 24-2, Preparation and Movement of Air Force Material, AFJMAN 24-204, Preparing Hazardous Materials for Military Air Shipments, AFI 31-101V1, The Physical Security Program, AFI 31-101V2, The Air Force Nuclear Security Program Standards, AFI 31-209, The Air Force Resource Protection Program, AFI 32-4001, Disaster Preparedness Planning and Operations, AFMAN 32-4004, Emergency Response Operations, AFMAN 91-201 /AMC Sup 1, Explosives Safety Standards, AFI 91-202, The US Air Force Mishap Prevention Program, DAFBI 91-201, Weapons Safety Program, DAFBR 127-3, Reception of Hazardous/Sensitive Cargo, T.O. 1 IA-1-46, Fire Fighting Guidance, Transportation, and Storage, 436 AW OPLAN 355-XX, Disaster Preparedness.

2. HAZARDOUS CARGO ON OR OFF LOADING AND PARKING AREAS. [Attachment 1](#) designates areas for on and off-loading, and aircraft parking for specific DOD Explosives Class Divisions

and quantities of cargo. Use of these areas depends on size and weight of aircraft, ramp condition, and grounding.

2.1. Aircraft carrying explosive cargo, radioactive material, chemical agents, biological or etiological material will park on the hot cargo pad. If explosive hazard class cannot be determined before arrival, aircraft will park in the hot cargo pad spot 3 until such time as Command Post determines proper hazard class division. Aircraft will then park according to criteria in [Attachment 1](#).

2.2. Directives differ as to what constitutes hazardous cargo. For the purpose of this regulation, hazardous cargo is defined by AFJMAN 24-204. Aircraft placarding is IAW highest classification/division of hazardous cargo on board the aircraft.

3. PROCEDURES AND RESPONSIBILITIES.

3.1. The following agencies will develop internal procedures to ensure compliance with this instruction:

3.1.1. Air Terminal Operations Center (ATOC) and the Aerial Port Information Controller in the Command Post will:

3.1.1.1. Receive information from external agencies, provide Base Operations with PPR number and applicable information, and provide the information to the Command Post prior to DAFB Form 22 completion.

3.1.1.2. Notify Command Post with the information necessary to meet the requirements of AFJMAN 24-204 and AFI 11 -204. Lead time for the notification briefing will permit aircraft and aircrew preparation. Lead time is at least 2 + 45 for C-141 and Commercial Contract missions and 3 + 45 for C-5 departures.

3.1.1.3. Provide the following information to Command Post for transfer to the Dover Form 22:

3.1.1.3.1. Aircraft identification type, tail number, call sign, and mission number.

3.1.1.3.2. Location of aircraft.

3.1.1.3.3. Estimated date and Coordinated Universal Time (UTC) of arrival or departure.

3.1.1.3.4. Gross weight of hazardous cargo.

3.1.1.3.5. Location of hazardous cargo on the aircraft.

3.1.1.3.6. Net explosive weight (NEW) of DOD class divisions 1. 1, 1.2, 1.3, 1.4, 1.5, 1.6, and fragment distance if known.

3.1.1.3.7. Special hazards and passenger limitations as reflected in AFI 1 1-204.

3.1.1.4. Provide an in-person briefing to the aircraft commander or designated representative (normally crew loadmaster), using the Shipper's Declaration of Hazardous Goods and Cargo Manifest, covering characteristics, location, and quantities of all hazardous material on the aircraft. Give the briefing at a mutually convenient location, normally at the aircraft. The Shipper's Declaration of Hazardous Goods will indicate explosive class division (I. 1, 1.2, 1.3, 1.4, 1.5, and 1.6).

3.1.1.5. Prepare the load manifest for the commercial carrier representative and ensure that

the commercial crews are properly briefed on load information and signatures obtained.

3.1.1.6. Aerial Port Information Controller in the Command Post will provide briefing to the aircraft commander when contacted through the "Crew Hot Line." The briefing will include at least items listed in AFJMAN 24-204, Shipper's Declaration of Hazardous Goods, and hazardous cargo manifest.

3.1.1.7. Comply with provision of AFJMAN 24-204 relating to radioactive material (RAM) when hot cargo pad parking is planned.

3.1.1.8. Ensure compliance with approved procedures to ensure that proper hazardous cargo is processed (for example: handling, stacking, loading, positioning, and restraining hazardous cargo in an aircraft).

3.1.1.9. Meet all inbound hazardous cargo aircraft to ensure that proper hazardous cargo placards are in place around the parked aircraft. Remove and store placards when aircraft departs.

3.1.1.10. Coordinate with en route and off-load bases to ensure the NEW of shipments of DOD classes 1. 1, 1.2, 1.3, 1.4, 1.5, and 1.6 explosives will not exceed known base limitations.

3.1.1.11. Relay to Command Post all changes relating to hazardous cargo information.

3.1.1.12. Notify Fire Department on completion of up and down load of hazardous cargo

3.1.2. Command Post will:

3.1.2.1. Advise support agencies of all hazardous cargo movements inbound to Dover AFB, including through flights as soon as the movement information is known. Dissemination will not be delayed because ETA/ETD is not in the immediate future. Rather, each interfacing agency will develop an internal suspense and tracking system to ensure proper support is provided at the time and date required. Conference 3 Net call will be used to distribute Dover Form 22 to the following support agencies:

3.1.2.1.1. ATOC

3.1.2.1.2. Security Police Control Center

3.1.2.1.3. Base Operations

3.1.2.1.4. Hospital

3.1.2.1.5. Fire Department

3.1.2.1.6. Disaster Preparedness (on call)

3.1.2.1.7. Weapons Safety

3.1.2.1.8. Aircraft Generation Squadron (AGS)

3.1.2.2. Be the only agency to prepare and disseminate Dover AFB Form 22. Any other agency that becomes aware of information regarding hazardous cargo movement will immediately provide the Command Post with known information.

3.1.2.3. Document hazardous cargo information on Dover Form 22 and AMC Form 77, Aircraft Ground Handling Record.

3.1.2.4. Distribute the Dover Form 22 over the Conference 3 Net as soon as the movement

information is known to the Command Post.

3.1.2.4.1. Make notification as soon as possible after the first inbound message or call from Base Operations or ATOC.

3.1.2.4.2. Coordinate all through loads with ATOC.

3.1.2.5. Coordinate on and off-load hazardous cargo parking locations with AGS for inbound aircraft.

3.1.2.6. Notify the Wing Explosive Safety Office (SEW) when quantity and distance limitations are exceeded or are questioned. If a waiver is required SEW will prepare the message IAW AFMAN 91-20] /AMC Sup I and retain a copy. The Aerial Port Squadron will provide necessary information for the waiver.

3.1.2.7. Provide Dover Form 40, Mission Information Dover Command Post, to the aircraft commander. this form provides mission and hazardous cargo information necessary for flight plan entry in accordance with AFI 11-204.

3.1.2.8. Assure that aircraft commanders receive a hazardous cargo briefing from ATOC

3.1.2.9. Coordinate with ATOC when handling RAM on the hot cargo pad.

3.1.2.10. Notify Security Police of risk category aboard the aircraft (AFI 31-209, AFI 31-101, and AFD 24-2). This information is available on the load message or by correlating the type of material with the category in AFI 31-209.

3.1.3. Base Operations will:

3.1.3.1. Acknowledge receipt of Dover Form 22 to Command Post.

3.1.3.2. Document hazardous cargo information in the Base Operations Traffic Log.

3.1.3.3. Relay all hazardous cargo information to Command Post.

3.1.3.4. Notify Control Tower of all hazardous cargo shipments, inbound and outbound.

3.1.3.5. Make the appropriate flight plan entries IAW AFI 11-204 when known (unless prohibited by area directives) and comply with communications, security, and clearance requirements listed in Foreign Clearance Guide.

3.1.3.6. Process pilot violations of hazardous cargo procedures in accordance with AFI 11-204.

3.1.4. AGS will:

3.1.4.1. Acknowledge receipt of Dover Form 22 to Command Post.

3.1.4.2. Coordinate parking spots and changes with Base Operations, Command Post, and Transient Alert, to assure that aircraft are assigned to spots consistent with the limitations in [Attachment 1](#).

3.1.4.3. Assure that all maintenance personnel working on the aircraft are aware of the hazards associated with contents of the aircraft.

3.1.4.4. Direct the aircraft to the assigned spot and assure that it is grounded, wheels are chocked, and appropriate serviceable fire extinguishers are available in the area.

3.1.5. Security Police will:

3.1.5.1. Acknowledge receipt of Dover Form 22 to Command Post.

3.1.5.2. Provide assistance to personnel to ensure security of firearms and munitions according to Commodity Code as defined in AFI 31-209 and AFD 24-2.

3.1.5.3. Provide aircraft security IAW Air Force 31 series directives.

3.1.6. Civil Engineer Fire Protection Flight will:

3.1.6.1. Acknowledge receipt of Dover Form 22 to Command Post.

3.1.6.2. Assure that fire fighting and rescue personnel and equipment are prepared to respond to emergencies on aircraft carrying hazardous cargo, and personnel are familiar with T.O. I IA-1-46.

3.1.6.3. Maintain a chart showing parking spots for hazardous cargo aircraft and current on and off-load operations in progress.

3.1.6.4. Coordinate with support agencies on policies and procedures applicable to handling. If unfamiliar, discuss it with 436 AW/SEW and 436 CES/CED.

3.1.7. Disaster Preparedness will:

3.1.7.1. Acknowledge receipt of Dover Form 22 to Command Post.

3.1.7.2. Provide Command Post with a monthly non-duty hour standby roster through Civil Engineering Control Center.

3.1.8. Control Tower will:

3.1.8.1. Document applicable hazardous cargo information when received from Base Operations.

3.1.8.2. Relay information to the Command Post if the tower receives information from an aircraft inbound to Dover AFB which reveals hazardous cargo or a line number which was not previously passed or is different from that passed by Base Operations.

3.2. When anyone notices that an aircraft carrying hazardous cargo is parked in an improper area, all loading and unloading operations and aircraft movements in the immediate area will cease until the aircraft is moved to a proper location.

3.3. Response procedures to a major accident involving hazardous cargo are outlined in Annex A and Appendix 1, 436 AW OPLAN 355-XX

4. DOVER FORM 22, EMERGENCY NOTIFICATION/HAZARDOUS CARGO MOVEMENT.

This form provides a vehicle for recording and forwarding information to responsible agencies to determine the required action or response. After the information is received and the necessary response is

complete, place the form in a file applicable to the using organization. Further disposition may be determined IAW AFR 4-20 Vol. 11.

RICHARD B. BUNDY, Colonel, USAF
Commander

Attachment 1

HAZARDOUS CARGO AREAS AND LIMITATION

Designates areas to park and on and/or off load aircraft for specific DOD explosives class/division and quantities

PARKING SPOT	DOD CLASS	LIMITS (NEW IN KGS)	LIMITS (NEW IN LBS)
Christmas Tree (All Spots)	No explosives allowed on Christmas Tree Spots		
Main Ramp Spots	1.3	2267.57 kgs	5,000 lbs
E - Z	1.4	Unlimited	Unlimited
Transient Spot A, B-3, C-3,	1.3	2267.57 kgs	5,000 lbs
and D-3	1.4	Unlimited	Unlimited
South Ramp	Spot 1 now belongs to the Base Museum		
Spot 1 (Closed)	No explosives on this spot due to its proximity to the BaseMuseum		
South Ramp Spot 2	1.3	453.51 kgs	1000 lbs
South Ramp Spot 3, 5 and Spot 6	1.4	Unlimited	Unlimited
South Ramp Spot 4	1.3 NOTE 1	4535.14 kgs	10,000 lbs
	1.4	Unlimited	Unlimited
Hot Cargo Pad	1.1 (IBD 12)	13605.44 kgs	30,000 lbs
Spot 1	1.2 (IBD 12)	Unlimited	Unlimited
	1.3	Unlimited	Unlimited
	1.4	Unlimited	Unlimited
Hot Cargo Pad	1.1 (IBD 18)	13605.44 kgs	30,000 lbs
Spot 2	1.2 (IBD 18)	Unlimited	Unlimited
	1.3	Unlimited	Unlimited
	1.4	Unlimited	Unlimited
Hot Cargo Pad	1.1 (IBD 21)	13605.44 kgs	30,000 lbs
Spot 3	1.2 (IBD 21)	Unlimited	Unlimited
	1.3	Unlimited	Unlimited
	1.4	Unlimited	Unlimited
Building 505, Bay 1	1.4	Capacity	Capacity
12 hour storage			

PARKING SPOT	DOD CLASS	LIMITS (NEW IN KGS)	LIMITS (NEW IN LBS)
Building 505,	1.3	45.35 kgs	100 lbs
Security Cage	1.4	Unlimited	Unlimited
72 - hour storage			

NOTE 1: Provided spots 3 and 5 are vacant.